



24 JANUARY 2001

Safety

SAFETY INVESTIGATIONS AND REPORTS

COMPLIANCE WITH THIS PUBLICATION IS MANDATORY

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OPR: HQ PACAF/SEG
(MSgt Vincent P. Duny)
Supersedes AFI 91-204/PACAF Sup 1,
5 June 1998

Certified by: HQ PACAF/SEG
(MSgt Vincent P. Duny)
Pages: 16
Distribution: F

This publication gives command procedures for investigating and reporting all US Air Force mishaps. It applies to commanders, functional managers, supervisors, and all PACAF personnel. This publication does not apply to the Air National Guard (ANG) and the Air Force Reserve Command (AFRC) members or units.

SUMMARY OF REVISIONS

This revision incorporates all changes in AFI 91-204, dated 29 November 99. This is a complete rewrite to the Supplement due to paragraph re-numbering throughout AFI 91-204. Major changes and rewrites include paragraphs: **1.1.8.9.3. (Added)**, **1.3.2.5. (Added)**, **2.3.3.1. (Added)**, **4.2.2.1. (Added)**, **4.2.3.1.1. (Added)**, **4.4.1.1. (Added)**, **5.2.2.2. (Added)**, **5.4.2.5.4. (Added)**, **5.5.6.1.1. (Added)**, **5.5.6.1.2. (Added)**, **5.10.1.9. (Added)**, **5.10.3.1. (Added)**, **6.1.2.2. (Added)**, **6.3.2.1.1.1. (Added)**, **7.2.3.3.1. (Added)**, **7.3.3.3. (Added)**, **7.8.5.1.1. (Added)**, **11.6.3.1.3. (Added)**, **11.11.6.3. (Added)**, **11.11.6.1.1. (Added)**, **11.19. (Added)**, **11.20.1.2.1. (Added)**, **Figure 8.2.**, **Figure 8.3.**, **Figure 10.1.**, **Figure 10.2.**, **Table 1.1. (Added)**, **Table 8.2.**, **Table 10.1.**, **Table 10.2.**, **Table 8.4.**, **Table 10.3.**, **Table 11.1.**, and **Attachment 4.** New or revised material is indicated by an “[]”.

AFI 91-204, 29 November 1999, is supplemented as follows:

1.1.8.9.3. (Added) Hammer ACE (Adaptive Communications Element) is a special purpose, quick reaction communications unit that deploys worldwide within three hours of notification. Hammer ACE can be contacted directly at Scott AFB, IL Command Post, DSN 312-576-5891 and <http://www.afca.scott.af.mil/hammer-ace>. Advise PACAF/SE of your decision to use Hammer Ace, when able. NOTE: Hammer ACE funds all Class A flight mishaps.

1.3.2.5. (Added) The convening authority for PACAF Mishaps is designated in **Table 1.1. (Added)** (below).

Table 1.1. (Added) Convening Authority delegation.

	Class A	Class B	Class C and below
Ground (On-duty)	COMPACAF	NAF/DRU	WING/CC
Ground (Off-duty)	NAF/DRU	NAF/DRU	WING/CC/Commander of nearest installation with full time safety manager
Flight	COMPACAF	NAF/DRU	WING/CC
Weapons	COMPACAF	NAF/DRU	WING/CC

1.16. (Added) In the event of a mishap involving foreign personnel or property, refer to individual country SOFA or MOU agreements and guidance from AF/SE.

2.3.3.1. (Added) Also inform HQ PACAF/SE of the request.

2.3.6.1.1.1. Information derived from LIMITED USE reports will be sanitized if the information is displayed on bulletin boards or in other areas where it is accessible to the public. Material maintained in out-of-sight locations need not be sanitized. This does not authorize release of any LIMITED USE reports to contractors.

4.1.2.3. (Added) If OSHA plans to visit or conduct separate investigations, provide them a complete in brief and notify HQ PACAF/SEG and NAF/SEG immediately. HQ PACAF/SEG will notify appropriate HQ PACAF staff agencies and HQ AFSC/SEG, in turn.

4.2.1.1. Ensure that a locally assigned Emergency and Special Program (ESP) code is obtained from the wing's Financial Analysis Office. Use this code on all fund cites pertaining to the mishap to accurately track cost data.

4.2.2.1. (Added) Each command funds TDY travel of its assigned personnel who are Air Force SIB members or technical experts, according to AFI 65-601, Volume 1, Budget Guidance and Procedures. Use ESP code SI on SIB travel orders. If the SI account is depleted; TDY expenses for board members are the funding responsibility of the unit to which they are assigned.

4.2.3.1.1. (Added) Other agencies may require reimbursement when involved in mishap recovery. Close coordination with the wing's Financial Analysis Office is essential to ensure reimbursement and possible reimbursement to the wing from higher headquarters.

4.2.3.2. (Added) Telephonically coordinate requests for helicopter or other modes of transportation support beyond the investigating commander's capabilities with HQ PACAF/SE.

4.4.1.1. (Added) Each PACAF Wing/SE office will maintain a SIB member list with a primary and alternate identified to fill each basic board member position. For flight investigation boards, include a primary and alternate board member for each type aircraft possessed and include the following: Full name, rank, DOR, SSN, Unit/Office symbol, Duty #, Home #, Fax #, aircraft qualified, DEROS, Wing training date, Air Force Safety Center training completed, i.e. (FSO-JUL97, AMIC-JUN96), AETC training completed, i.e. (JEMIC-DEC95), previous board member experience and MDS, i.e. (DEC-95/F-4/IO, PM or MX member).

4.5.4.1. Board members must ensure that all data derived from electronically stored media is returned along with the storage media to the SIB, and then passed to follow-on investigations and agencies as required by the basic instruction guidance.

4.6.1.5.1. Telephonically coordinated requests for assistance from the Naval Sea Systems Command with HQ PACAF/SE.

4.7.2.1. Request and coordinate technical assistance through the AFSC representative member of the SIB or HQ PACAF/SE.

4.7.4.1.1. (Added) Teardown deficiency report (TDR) of engines and flight control components is not authorized by the mishap unit when failure of these components is suspected to be a factor in the mishap.

4.7.4.2.1. (Added) When laboratory analysis or TDR is requested for a component which is suspected of being critical to the cause of a Class A mishap, the board president should consider designating an individual fully conversant with all factors involved in the mishap to accompany the component. This individual will observe the laboratory analysis or TDR and will request a preliminary evaluation for the mishap board. Requests for TDRs or laboratory analysis by civilian or other US government agencies will be coordinated in advance with HQ PACAF/SE. Mishap reports that require a CAT I Product Quality Deficiency Report (PQDR) will be coordinated at the Logistics Group Commander level or higher. CAT I PQDRs will be coordinated with the unit Chief of Safety and sent as information to PACAF/SE. CAT I PQDR control numbers will contain the related PACAF mishap control number.

4.7.4.2.2. (Added) When the formal mishap report is submitted prior to receipt of the final TDR/CAT I PQDR, a preliminary written evaluation (use the format in Figure 4.1.) will be included. If the formal TDR is significantly different from the preliminary, the investigating commander's opinion as to the effect on the previously identified causes and recommendations will be addressed in the investigating commander's indorsement.

5.2.1.3.1. Installation code. Use installation code for unit owning the aircraft hours, not where the mishap occurred.

5.2.2.2. (Added) At the start of each new fiscal year, unit control numbers for Aircraft and Weapons/Explosives mishaps and events will be tracked as follows: (Use Safety Automated System (SAS) unit control numbers when SAS becomes operational for respective safety discipline.)

Flight: Use 001 through 199.

Ground: Use SAS generated unit control numbers.

Weapons/Explosives: Use 601 through 699.

After the three-digit number, use one of the following letters:

A = Class A; B = Class B; C = Class C; D = Class D; E = Class E; H = HAP;

R = HATR; X = Crosstell

5.4.2.5. (Added) Telephonic/FAX Reports.

5.4.2.5.1. (Added) Class A Flight Mishaps:

5.4.2.5.1.1. (Added) A personal telephonic report to HQ PACAF/DO (during duty hours: DSN 449-3903; during non-duty hours call through PACAF Command Post: 448-8500) by the appropriate commander (WG/CC or equivalent) NLT 1 hour after the mishap is reported. The report will not be delayed for lack of complete information.

5.4.2.5.1.2. (Added) The safety office will make a telephonic/FAX report to HQ PACAF/SE (FAX DSN 449-9340) not later than (NLT) 4 hours after the mishap. During HQ PACAF duty hours contact HQ PACAF/SE (DSN 448-0006/448-1060); during non-duty hours contact HQ PACAF Safety Alert Officer through the PACAF Command Post (DSN 448-8500). The report will also be provided to intermediate command safety office using the same procedures and format. The report will not be delayed for lack of complete information. This forms the basis of more complete information required in the next two reports.

5.4.2.5.1.3. (Added) The Director of Base Medical Services (or the designated representative) will make a telephonic report within 4 hours after the mishap. During HQ PACAF duty hours make the report directly to HQ PACAF Office of Command Surgeon (DSN 449-2332 ext. 224); during non-duty hours make the report to HQ PACAF/SG Staff Alert Officer through the PACAF Command Post (DSN 448-8500).

5.4.2.5.2. (Added) Class B Flight Mishaps. The safety office of a unit experiencing a flight mishap in which costs and/or injuries are estimated by the unit to exceed Class C criteria will make a telephonic/FAX report to the NAF and HQ PACAF/SE using the "Class A" procedures in this paragraph.

5.4.2.5.3. (Added) Class A or B Missile or Explosives Mishaps. The safety office of the base/wing will make a telephonic report to the NAF and HQ PACAF/SEW NLT 4 hours after the mishap. During HQ PACAF duty hours contact HQ PACAF/SEW (DSN 449-5050); during non-duty hours contact HQ PACAF Safety Alert Officer through the PACAF Command Post (DSN 448-8500).

5.4.2.5.4. (Added) Class A or B On and Off-Duty Ground Mishaps. The safety office of the base/wing experiencing a Class A or B on or off-duty ground mishap will make a telephonic report to the NAF and HQ PACAF/SEG NLT 4 hours after the mishap. During HQ PACAF duty hours, contact HQ PACAF/SEG (DSN 448-0052); during non-duty hours, contact HQ PACAF Safety Alert Officer through the PACAF Command Post (DSN 448-8500). The report will also be provided to intermediate command level safety staff using the same procedures and format. (See [Attachment 4](#))

5.4.2.5.5. (Added) Class C On-Duty Ground Mishaps. Each NAF will establish procedures to ensure telephonic notification to HQ PACAF/SEG on Class C on-duty mishaps if it is determined the mishap warrants higher headquarters interest or action. Notify HQ PACAF/SEG during duty hours only, unless unusual circumstances are involved.

5.5.2.1. (Added) Requests for waiving the formal report will be made through the NAF/SE, PACAF/SE and AFSC, IN TURN.

5.5.6.1.1. (Added) For aircraft mishaps briefed to the PACAF/CC, hand carry or express mail all copies of the formal report to HQ PACAF/SE, 25 E Street, Suite A304, Hickam AFB, 96853-5403. PACAF/SE will mail the reports upon release by the convening authority. The AFSC representative may hand carry the AFSC copy.

5.5.6.1.2. (Added) All other mishap formal reports will be numbered and forwarded using a letter of transmittal. Clearly identify in the subject line of the transmittal, the type of mishap, place of occurrence, aircraft/equipment involved, identification control number(s), and date of occurrence.

5.10.1.9. (Added) Identify unit level OPRs within PACAF by unit and two-digit level of responsibility (i.e. XX WG/OG). Identify MAJCOM level OPRs by two-digit level of responsibility (i.e., HQ PACAF/DO). For any agency outside of PACAF assign OPR stewardship by unit designation (i.e. HQ AETC, or USAF/FSA, etc.).

5.10.3.1. (Added) Actions to initiate changes to publications, to ensure local OPRs for changes have the required documents to initiate the changes, and file all required documents, are the responsibility of the investigating office, investigator, or SIB. Follow-up actions to ensure actions taken are complete are the responsibility of the investigating office, investigator, or SIB. PACAF/SE will ensure actions are completed or coordinated by appropriate staff agency.

5.10.5.1. (Added) Include a copy of the "Opportunity to Submit an Additional Witness Statement" (Fig 5.1.) for each civilian listed as causal under Air Force jurisdiction in the formal report. Later, when the replies are forwarded, the formal reports can be updated.

6.1.1.5.1. (Added) Wings are responsible for accomplishing and tracking recommendation action to all Class C, HAP, HATR & Aeroclub mishaps. Status of open recommendations for on-duty Class C, HAP, HATR, Aeroclub; flight, missile and explosives mishaps will be reported to HQ PACAF/SE NLT 31 March and 30 September and immediately upon closure. Wings can request PACAF assistance for completion of recommendations.

6.1.2.2. (Added) For ground mishaps, the NAF, if applicable, will endorse the report.

6.3.2.1.1. (Added) For all Class A and B mishaps, each PACAF action agency that is OPR on open recommendations and other recommendations of significance will report status corrective action, with complete rationale, until recommendation is closed. Report the status to HQ PACAF/SE NLT 31 March and 30 September and immediately upon closure.

6.3.2.1.1.1. (Added) Each NAF and DRU will consolidate inputs from their subordinate units and report status of corrective action, with complete rationale, until recommendation is closed. Report the status to HQ PACAF/SE NLT 31 March and 30 September and immediately upon closure.

7.2.3.3.1. (Added) Use MDS specific dash 1 flight manual for definition of departure for that aircraft.

7.3.3.3. (Added) Safety NCOs or civilians investigating Class C engine related mishaps should be graduates of the JEMIC.

7.3.4.5. Pilot Member. When possible, will be an Instructor Pilot (IP) in the type aircraft involved in the mishap.

7.3.4.6. Maintenance Member. Officer only - Will attend the Aircraft Mishap Investigation Course (AMIC) and will be fully qualified by DAFSC and a graduate of AMIC. SNCOs will only participate in propulsion related Class As. SNCOs will be a graduate of the Jet Engine Mishap Investigation Course and be qualified by primary or secondary propulsion AFSC. Of the 2 years required experience, the maintenance officer will have a minimum of 1-year flightline or quality assurance experience on the type aircraft involved.

7.3.4.7. Medical Officer. Will be a flight surgeon (DAFSC 48XX). This individual should have experience in both the mission and type or similar type of aircraft involved. If possible, the flight surgeon should be a graduate of the AMIC at the School of Aerospace Medicine. HQ PACAF Office of the Command Surgeon will make selection.

7.3.5.7. An egress system specialist who is highly qualified in the specific egress system involved will be assigned whenever an ejection seat/module of the mishap aircraft is suspected to have malfunctioned or was used unsuccessfully. A life support member/egress specialist should be assigned whenever a successful or unsuccessful ejection, bailout or ground egress attempt may have occurred.

7.3.6.3. A human factor specialist may be requested primarily from HQ PACAF Office of Command Surgeon or secondarily from HQ AFSC/SEL when human factors are suspected as a factor in Class A mishaps.

7.4.3.2. (Added) Forward one copy of each completed AF Form 711GC to HQ PACAF Office of Command Surgeon within 30 calendar days of the physiological mishap.

7.4.4.1.2.4. (Added) The director of base medical services or the designated representative will make a telephonic report within 4 hours on the following Class C physiological mishaps:

7.4.4.1.2.4.1. (Added) Hypoxic (altitude), hypoxia (suspected, probable, or definite).

7.4.4.1.2.4.2. (Added) Decompression sickness from evolved gas (skin, bends, chokes, neurological or neurocirculatory involvement).

7.4.4.1.2.4.3. (Added) Loss of consciousness from any cause. For G-induced loss of consciousness (G-LOC) reports on aircrew and passengers in ejection seat or encapsulated equipped aircraft.

7.4.4.1.2.4.4. (Added) Incidents potentially related to positive pressure breathing. During duty hours (0700-1700 Hawaiian Standard Time) make the report directly to HQ PACAF Office of Command Surgeon. For incidents occurring during non-duty hours, make the report the morning of the next duty day.

7.4.10.7.6.7. (Added) For life sciences reporting, a nonconcurrence by either the life support officer or the egress system advisor will be attached to the AF Form 711GA.

7.8.5.1.1. (Added) SIB Presidents of Class A Flight and Missile/Explosives mishaps will brief COM-PACAF at Hickam AFB after the investigation is completed. This briefing and the visual aids used to give this briefing will be protected per the instructions given in AFI 91-204, Chapter 2. The mishap unit wing commander will attend the briefing. NAF/CC attendance may be requested by PACAF/CC. See Attachment 3, para A3.8. for briefing format.

8.1.2.4.8.1. (Added) Do not report birdstrike damage to air launched missiles.

Table 8.2.

Line 14. (Added).

Column B. Add: HQ PACAF/LGW

Column C. Add: All Class A, B, C and D mishaps, and HAPs.

Figure 8.2.

Item 8, (Added). For personnel-caused explosive and missile mishaps, list crewmembers by position, time in AFSC, and last certification/training date. For Class A ground mishaps, identify other person(s) involved and degree of injury, including man-days lost.

Item 9, Comment on and report action taken to safe and recover explosive stores dropped off range.

Figure 8.3.

Item 5.(Added). For personnel-caused explosive and missile mishaps, list crewmembers by position, time in AFSC, and last certification/training date. For Class A ground mishaps, identify other person(s) involved and degree of injury, including man-days lost.

Item 7.(Added). Comment on and report action taken to safe and recover explosive stores dropped off range.

Table 8.4.

Line 5: Column B.(Added). HQ PACAF/SEW; ensure same-day first class mailing.

Figure 10.1.

Item 8. (Added). For personnel-caused explosive and missile mishaps, list crewmembers by position, time in AFSC, and last certification/training date. For Class A ground mishaps, identify other person(s) involved and degree of injury, including man-days lost.

Item 9. (Added). Comment on and report action taken to safe and recover explosive stores dropped off range.

Figure 10.2.

Item 5.(Added). For personnel-caused explosive and missile mishaps, list crewmembers by position, time in AFSC, and last certification/training date. For Class A ground mishaps, identify other person(s) involved and degree of injury, including man-days lost.

Item 7 (Added). Comment on and report action taken to safe and recover explosive stores dropped off range.

Table 10.1.

Rule 5, Column D. Ensure same-day first class mailing. In time-critical circumstances, use of express mail is authorized. Ensure AF Form 711H, USAF Mishap Report Checklist and Index, and letter of transmittal are included. If AF Form 711GB is requested, ensure same-day first class mailing to HQ PACAF/SE.

Rule 5a(Added) Column B. If formal report is waived.

Rule 5a(Added) Column D. Routine message.

Table 10.2.

Line 14:(Added).

Column B. Add: HQ PACAF/LGW

Column C. Add: All explosives mishaps.

Table 10.3.

Line 6: (Added).

Column B. HQ PACAF/SEW; ensure same-day first class mailing.

11.1.1.1.1. (Added) Units may use PACAF Form 161, Ground Mishap Report Worksheet, to gather the necessary information for mishap reporting.

11.2.1.5.1. (Added) When two or more wings have losses in the same mishap, HQ PACAF/SE will assign the mishap to one wing. Submit only one report for each mishap.

11.2.1.5.2. (Added) Wings responsible to provide consolidated jet engine intermediate repair (Queen Bee) IAW PACAFI 21-102 (Aircraft Maintenance Organization and Procedures), become the engine's owning command upon its arrival to their location, i.e. 35FW Misawa AB for F110 engines, 374AW Yokota AB for T-56 engines and 18WG Kadena AB for TF-34 engines. The wing providing Queen Bee repair will be assigned mishap accountability for any damage caused to the engine while in its possession.

11.2.1.5.3. (Added) Any engine damage caused by the operating wing before shipment to the wing providing Queen Bee support will be assigned mishap accountability.

11.6.3.1.3. (Added) For permanent partial disabilities, include fingertips in this paragraph.

11.11.1.1. For ground mishaps, include interview transcripts in HQ PACAF/SEG copy of the formal report.

11.11.6.1.1. (Added) For Ground Class A or B On-Duty mishap reports, NAFs or DRU's will make the following distribution: original copy to AFSC/SEG; two copies to HQ PACAF/SEG, and other appropriate addressees. NAF safety staffs will coordinate/approve all Class C mishap reports and provide guidance where needed to preclude errors or omissions.

11.11.6.3. (Added) Ground mishaps. A draft of the final report message for Class A and B ground mishaps will be sent to HQ PACAF/SEG through SAS coordination for review before transmission of final report. This notification will arrive NLT 5 days prior to the required final report date.

11.14.1.1. (Added) In addition, complete Preventive Action Recommended or Taken for all on-duty mishaps.

11.17.5. (Added) In addition, complete Preventive Action Recommended or Taken for off-duty mishaps when applicable.

11.19. (Added) A monthly summary of mishaps, as shown below, will be forwarded to HQ PACAF/SEG with a courtesy copy sent to your NAF. The report must be faxed/e-mailed, following the example below, to HQ PACAF/SEG NLT the 10th day of the following month.

REPORT #	Date Time Group (DTG)
AJJY19941107201A	015358Z
AJJY19941102202C	240137Z
AJJY19941107203C	260722Z
*AJJY19940907201C	230550Z

NOTE: * Prior to number denotes a report from previous month.

11.20.1.2.1. (Added) When a PACAF unit experiences a non-PACAF mishap, the unit will notify HQ PACAF/SEG who will in-turn contact the MAJCOM that experienced the mishap. The mishap MAJCOM will obtain a mishap number from SAS or provide the unit a password into SAS for this mishap.

Table 11.1.

Rule 5, Column D. Ensure same-day first class mailing. In time-critical circumstances, use of express mail is authorized. Ensure AF Form 711H, USAF Mishap Report Checklist and Index, and letter of trans-

mittal are included. If AF Form 711GB is requested, ensure same-day first class mailing to HQ PACAF/SE.

Rule 5a(Added) Column B. If formal report is waived.

Rule 5a(Added) Column D. Routine message.

Rule 9, Column D.(Added). Submit an original and one copy to HQ PACAF/SEG and one copy to your NAF, if applicable.

Rule 13, Column B.(Added). Submit an original and one copy to HQ PACAF/SEG and one copy to your NAF, if applicable.

12.6.5.5. DULL SWORD reporting is not required for PACAF nonnuclear committed units. The 36 ABW will initiate a DULL SWORD report for all mishaps involving CALCM support equipment. When reporting support equipment deficiencies, use the item nomenclature as the system identifier (end item) instead of an aircraft MDS.

12.6.5.6. The 36 ABW will initiate a DULL SWORD report for all mishaps involving CALCM test equipment.

12.7.3.4. The 36 ABW will send an INFO message through 13 AF to HQ PACAF/SEW for all reports that are administratively closed.

Figure 12.2.

Units will INFO all addresses on the original message for voided or unused DULL SWORD numbers.

Item 6. The report-releasing official will be someone other than the report preparer (i.e. Chief of Safety, FSO, or Ground Safety Manger).

Table 12.1. Addressees for Nuclear Weapons System Reports.

Line 6: (Added)

Column A. Add HQ PACAF, Hickam AFB HI

Column B. Add: SEW/LGM/LGW

Column C. Add: DULL SWORD

Line 30: (Added)

Column A. Add HQ ACC, Langley AFB VA

Column B. Add: SE

Column C. Add: DULL SWORD

Line 31: (Added)

Column A. Add: HQ USAFE, Ramstein AB Germany

Column B. Add: SE

Column C. Add: DULL SWORD

Attachment 1**OPERATIONS GROUP COMMANDER REPORT OF AIRCREW EXPERIENCE**

NOTE: See paragraph 4.3.1.4.

To be accomplished as an 8-hour report. Do not delay report if all information is not available.

FROM: (Wing/Base)//OG/CC//

TO: HQ PACAF HICKAM AFB HI//DO/LG/SE//

INFO: (Numbered Air Force)(Base)//DO/LG/SE//

UNCLAS

SUBJ: AIRCRAFT MISHAP AIRCREW EXPERIENCE

////////////////////////////////////
FOR OFFICIAL USE ONLY. THIS CONTAINS PRIVILEGED, LIMITED-USE SAFETY INFORMATION. UNAUTHORIZED USE OR DISCLOSURE CAN SUBJECT YOU TO CRIMINAL PROSECUTION, TERMINATION OF EMPLOYMENT, CIVIL LIABILITY, OR OTHER ADVERSE ACTIONS. SEE AFI 91-204, CHAPTER 1 FOR RESTRICTIONS. DESTROY ACCORDING TO AFMAN 37-139 WHEN NO LONGER NEEDED FOR MISHAP PREVENTION PURPOSES.
////////////////////////////////////

1. UNIT:
2. AIRCRAFT MDS/TAIL NUMBER:
3. AIRCREW NAME(S) AND POSITION(S):
4. TOTAL FLYING TIME:
5. PAA FLYING TIME:
6. PAA TIME AND SORTIES IN LAST 30/60/90 DAYS:
7. NIGHT PAA TIME AND SORTIES IN LAST 30/60/90 DAYS:
- *8. WEATHER/INSTRUMENT TIME AND SORTIES IN PAST 30/60/90 DAYS:
9. DATE OF LAST INSTRUMENT SORTIE:
10. PREVIOUS AIRCRAFT FLOWN, TIME IN EACH, AND DATES FLOWN:
11. RESULTS AND DATES OF LAST PROFICIENCY AND INSTRUMENT CHECKS:

12. DATE OF LAST SORTIE IN WHICH THE PARTICULAR EVENT BEING PRACTICED WAS FLOWN PRIOR TO THE MISHAP AND THE NUMBER OF TIMES THE EVENT WAS FLOWN IN THE PAST SIX MONTHS:

13. IDENTIFY ANY ANOMALIES IN EXISTING REGULATIONS OR MANUALS WHICH COULD HAVE CONTRIBUTED TO THE MISHAP:

14. ANY ADDITIONAL COMMENTS

If mishap occurred at night.

* If IMC was a factor.

Attachment 2**OPERATIONS GROUP COMMANDER
REPORT OF MAINTENANCE HISTORY OF AIRCRAFT**

NOTE: See paragraph 4.3.1.4

To be accomplished as an 8 hour report. Do not delay report if all information is not available.

FROM: (Wing)(Base)//OG/CC//

TO: HQ PACAF HICKAM AFB HI//LG/DO/SE//

INFO: (NAF)(Base)//LG/DO/SE//

UNCLAS

SUBJ: AIRCRAFT MISHAP MAINTENANCE HISTORY

////////////////////////////////////
FOR OFFICIAL USE ONLY. THIS CONTAINS PRIVILEGED, LIMITED-USE SAFETY INFORMATION. UNAUTHORIZED USE OR DISCLOSURE CAN SUBJECT YOU TO CRIMINAL PROSECUTION, TERMINATION OF EMPLOYMENT, CIVIL LIABILITY, OR OTHER ADVERSE ACTIONS. SEE AFI 91-204, CHAPTER 1 FOR RESTRICTIONS. DESTROY ACCORDING TO AFMAN 37-139 WHEN NO LONGER NEEDED FOR MISHAP PREVENTION PURPOSES.
////////////////////////////////////

1. REPORTED BY: (Name/Rank/Phone)
2. UNIT:
3. AIRCRAFT MDS/TAIL NUMBER:
4. TYPE MISHAP: (Brief Description)
5. AIRCRAFT MALFUNCTIONS & RELATED MX ACTIONS: (Recent significant malfunctions)
6. TOTAL AIRCRAFT TIME:
7. DATE AIRCRAFT ARRIVED FROM DEPOT/PDM/MAJOR MOD:
8. MALFUNCTIONS AND CORRECTIVE ACTIONS LAST FIVE FLIGHTS:
9. AIRCRAFT TIME SINCE LAST PHASE INSPECTION:
10. SPECIAL INSPECTIONS COMPLETED (Past 15 days):
11. INSPECTIONS OVERDUE:
12. SIGNIFICANT TCTO COMPLIANCE (Past 15 Days):

13. CURRENT TCTOS NOT COMPLIED WITH:

14. ALL DELAYED DISCREPANCIES:

15. FUNCTIONAL CHECK FLIGHT(S) (FCF) ACCOMPLISHED (Past 15 Days) AND RESULT:

16. IF ENGINE FAILURE SUSPECTED:

- a. Total engine time:
- b. Engine time since installation:
- c. Engine time since overhaul:
- d. Current TCTO(s) not complied with:
- e. Date of last JOAP sample:
- f. Results/trends of JOAP samples:
- g. Engine serial number:

Attachment 3**FULL ADDRESS AT LOCATIONSAMPLE LETTER OF TRANSMITTAL**

MEMORANDUM FOR HQ AFSC/SEF, Kirtland AFB NM 87117 (Copy #1 thru 3 of 16)
 HQ PACAF/SE, Hickam AFB HI 96853-5403 (Copy #4 and 5 of 16)
 HQ ACC/SE, Langley AFB VA 23665-2785 (Copy #6 of 16)
 HQ USAFE/SE, APO AE 090094-0165 (Copy #7 of 16)
 HQ ANGR/SE, Andrews AFB VA 20331-5157 (Copy #8 of 16)
 HQ AFMC/SE/LF, Wright-Patterson AFB OH 45433 (Copy #9 of 16)
 X AF/SE, APO AP 96XXX-XXXX (Copy #10 of 16)
 XX WG/SE, APO AP 96XXX-XXXX (Copy #11 of 16)
 HSC/YAD, Kelly AFB TX 78241 (Copy #12 of 16)
 WR-ALC/SE, Robbins AFB GA 31098-1864 (Copy #13 of 16)
 ASC/EMSF, Wright-Patterson AFB OH 45433 (Copy #14 of 16)
 Mishap Investigation Board President, XX WG/CV (Copy #15 of 16)
 Accident Investigation Board (Part 1 only) (Copy #16 of 16)
 *** Additional Addressees per Table 5.1 thru 5.6 ***

FROM: Safety Investigation Board/Officer
 Full Address at Location
 Base, etc.

SUBJECT: Class "A" Flight Mishap, F-15C SN 85-XXXX, 88 WG, 77 FS, Air Field AB, JA,
 8 September 1988

1. Subject mishap report is forwarded per AFI 91-204, Figure 5.2.
2. Each addressee should accomplish action required in AFI 91-204. Commanders will review, indorse, and forward action indorsement by message through command channels.

RECEIVED BY (Date/Name) / FORWARDED BY (Date/Name)

3. Commanders will indicate concurrence, concurrence in part, or nonconcurrence with the findings, causes, and recommendations. For concurrence, supporting rationale is not required. For nonconcurrence, please provide the rationale used to arrive at the conclusions. Also, indicate any action(s) taken / contemplated with regard to the recommendations.

4. I certify that XX copies of the report as distributed above are the only copies of this report produced by the safety board or investigation officer.

FOR THE COMMANDER

JOSEPH J JONES, Colonel, USAF
Board President

Attachment:

Formal Mishap Report (CY X)

Attachment 4**CLASS A OR CLASS B ON/OFF DUTY GROUND MISHAP TELEPHONIC REPORT****(See Paragraph 5.4.2.5.4. (Added))**

- A . Mishap Category: Class A On Duty
- B. Base: Yokota AB, Japan
- C. Unit: 374 EMS/AAAA
- D. Time: 1500
- E. Grade: 0-3
- F. Summary: Mishap individual was operating a 4K forklift when the forklift overturned fatally injuring the operator.
- G. Drugs or Alcohol: No
- H. Seatbelts: No. Seatbelt available not used.
- I. Was training a factor: Yes, member was not trained or licensed to operate forklift

DONALD L. HARGARTEN, Colonel, USAF
Director of Safety